

**CALIFORNIA COMMUNITY COLLEGES
CHIEF INSTRUCTIONAL OFFICERS
EXECUTIVE BOARD MEETING**

MINUTES

**Wednesday, March 21, 2007
9:00 to 11:45 A.M.
Tudor A
Sir Francis Drake Hotel
450 Powell Street
San Francisco, CA 94102
(415) 392-7755**

Present: Randy Lawson, Claire Biancalana, Ron Manzoni, Lori Gaskin, Jim Matthews, Michael Kasler, Barry Russell, Lori Gaskin, Leige Henderson, Pam Eddinger, Dave Bolt, Vice Chancellor Carol Bogue Feinour, Pam Deegan, Gari Browning, Ed Buckley, Alice Murillo.

- I. Call to Order – *Randy Lawson 9:15 a.m.*
- II. Agenda Additions and Modifications – *Randy Lawson*
None
- III. Consent Agenda
 - i. Minutes of January 24 Meeting (Attachment) – *Alice Murillo/Pam Eddinger*
Accepted as presented
 - ii. Treasurer’s Report (Attachment) – *Michael Kasler*
Accepted as presented
- IV. President’s Report—SACC/Consultation Council Issues for Discussion - *Randy Lawson/Lori Gaskin 9:30 a.m.*
 - a. Issue of Transfer Degree: point of discussion – **18 units of concentrated study.**

Possible points of negotiation:

- 1) Use of the word “Transfer” as part of degree reference,
- 2) Question of whether to grandfather in current transfer degrees and keep using, or discontinue in future practice,
- 3) Liberal Arts Degree or degrees patterned after CSU or UC okay if there are 18 units of a concentration, and
- 4) Possibility of awarding a certificate for transfer coursework completion is an option.

- b. Other Title 5/*Program and Course Approval Handbook* Revision Issues

The Handbook will be completed by May and will be presented at the Academic Senate Curriculum Institute this summer. Several areas addressed included:

- Clarification between course repetitions and course attempts,
- Change in language from credit/noncredit to pass/fail,
- Improved readability in sections related to associate degree requirements and stand alone course approval process, and
- Currency of references.

Title 5 areas of discussion included:

- Review of a proposal to allow up to two repetitions for substandard grades,
- Noncredit course repeatability limits and a pilot model proposed, and
- Clarification of the definition of “basic skills”.

Other items of interest are italicized in the 3/12/07 Draft; Title 5 Review-Revisions to Chapter 6 report and some of these will be covered at the Business meeting at the conference. These changes will go to the field next week, Consultation Council in April and Board of Governors in May. Whatever is approved at the BOG meeting in May could be effective in the fall.

c. **BOG Resolution on Assessment**

In recognition that too many community college students go unassessed, the Board proposed a motion that by November 2007, and a recommendation would come forward for a uniform common assessment for the system. A task force will be formed to pursue this charge.

V. **Conference Reports 1015 A.M.**

a. **2007 Spring Joint Conference with CSSO (March 21, 22, 23, Sir Francis Drake Hotel, San Francisco)**

Retirees will be honored. 210 persons are registered. Session hosts are to introduce presenter, thank them, provide the gift treat and wait for the group picture. A review of the program revealed excellent choices and incredible speakers supported with AA USA??? and Basic Skills funding.

b. **2007 Fall Conference (October 30 – November 1) Monterey Beach Resort**

VI. **Members' Reports and Issues 10:20 a.m.**

a. **Listserv Issues – Barry Russell**

It was suggested that list-serve questions posed not be repetitive and that the CIO asking the questions compile a summary for the organization. It was also suggested that an annual CIO survey covering important topics to assess trends should be introduced.

b. **WASC Annual Report Component on SLOs – Dave Bolt**

The Board addressed the new Commission summary request on SLO progress. The Board is disappointed that the CIO group was not consulted in advance of preparing and distributing the document. Board members were asked to document regional concerns regarding this new request and to forward them to Randy for discussion with the Commission.

c. **Surveys – Ed Buckley**

CIOs will be able to respond to the survey on "regional meeting scheduling and attendance" during the conference. Ed has asked for CIO volunteers to respond to the Nancy Shulock report, "Rules of the Game". A calendar of dates of System Office requests will be regularly included in the CIO newsletter.

d. **Lower Division Transfer Pattern project – Ron Manzoni**

A discussion of regional experiences regarding review and approval of courses to be included in the lower division transfer pattern ensued. It seems like many community college requests are being denied, but each CSU is quite specific as to what they want. Nonetheless, there seems to be a lack of consistency in the course evaluation process amongst the CSUs.

e. **Budget Workgroup – Pamela Deegan**

There is a 3.3% growth in community college enrollment. The 33.1 M expected for basic skills in 07/08 was set aside. There will be ongoing conversations to divert the funds back to basic skills, as expected in the budget change proposal.

f. **Basic Skills – Pamela Deegan**

The Steering Committee has been working effectively and there have been meaningful discussions on how to change pedagogy. The team of experts training will occur April 17-18, 2007. The teams will present to the colleges during May/June and start up again in August.

VII. **Adjournment 11:45 a.m.**

Next CCCCIO Executive Board Meeting is Wednesday, May 16, 2007